

Site Activity	Minimum Requirement(s)	Source(s)
Removal Actions (continued)		
For Removal Actions With A Planning Period of Less Than Six Months		
Notice and Availability of Administrative Record	Within 60 days of the start of on-site removal activity, the lead agency must make the administrative record available to the public and issue a notice of availability in a major local newspaper.	NCP 40 C.F.R. 300.415(n)(2)(i) and 300.820(b)(1)
Public Comment Period	The lead agency must provide a public comment period, if appropriate, of not less than 30 days from the time the administrative record is made available.	NCP 40 C.F.R. 300.415(n)(2)(ii) 300.820(b)(2)
Response to Significant Comments	The lead agency must prepare a written response to significant comments.	NCP 40 C.F.R. 300.415(n)(2)(iii)
For Removal Actions Expected to Extend Beyond 120 Days		
Community Interviews	By the end of the 120-day period, the lead agency must conduct interviews with local officials, public interest groups, or other interested parties to determine their concerns and information needs, and to learn how citizens would like to be involved in the Superfund process.	NCP 40 C.F.R. 300.415(n)(3)(ii)
Community Involvement Plan (CIP)	The lead agency must prepare a formal CIP, based on community interviews and other relevant information, specifying the community involvement activities the lead agency expects to undertake during the response period. The lead agency must complete this CIP within 120 days of the start of on-site removal activity.	NCP 40 C.F.R. 300.415(n)(3)(iii)
Information Repository Establishment and Notification/Notice of Availability of Administrative Record	Within 120 days of the start of on-site removal activity, the lead agency must establish at least one information repository at or near the location of the removal action that contains items available for public inspection and copying. The lead agency must inform the public of the establishment of the information repository and provide notice of the administrative record in this repository.	NCP 40 C.F.R. 300.415(n)(3)(iii)

Site Activity	Minimum Requirement(s)	Source(s)
Removal Actions (continued)		
For Removal Actions With a Planning Period Of At Least Six Months		
Community Interviews and Community Involvement Plan (CIP)	The lead agency shall at a minimum comply with the requirements set forth in paragraphs (n)(3)(i), (ii), and (iii) of this section prior to completion of the Engineering Evaluation and Cost Analysis (EE/CA), or its equivalent, except that the information repository and the administrative record file will be established no later than when the EE/CA approval memorandum is signed. (Essentially, EPA must conduct community interviews and prepare a CIP prior to the completion of the EE/CA.)	NCP 40 C.F.R. 300.415(n)(4)(i)
Information Repository/ Administrative Record Establishment and Notification	The lead agency must establish the information repository and make the administrative record available no later than the signing of the EE/CA approval memorandum.	NCP 40 C.F.R. 300.415(n)(4)(i)
Notice of Availability/ Description of the EE/CA	The Agency must publish a notice of availability and a brief description of the EE/CA in a major local newspaper of general circulation.	NCP 40 C.F.R. 300.415(n)(4)(ii) 300.820(a)(1)
Public Comment Period	Upon completion of the EE/CA, the lead agency must provide at least 30 days for the submission of written and oral comments. The lead agency must extend this comment period by at least 15 days upon timely request.	NCP 40 C.F.R. 300.415(n)(4)(iii) 300.820(a)(2) 300.825(b) and (c)
Responsiveness Summary	The Agency must prepare a written response to significant comments and make this responsiveness summary available to the public in the information repository.	NCP 40 C.F.R. 300.415(n)(iv)